

# K9 Search and Rescue Team Inc.

35 Railroad Avenue, Dolores, CO, 81323 | (970) 882-4746 | Email: k9@k9team.org

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## **By-Laws**

Revised 4 Feb 2010

Revised 4 August 2011

### Article I – Purpose

The purpose of the K-9 Search & Rescue Team Inc. is to work closely with any other search and rescue agency requesting our services in an effort to preserve the lives and welfare of individuals who find themselves in life threatening situations and/or are exposed to the elements.

### Article II – Membership

Any person interested in the objectives and purposes for which the K-9 Search & Rescue Team Inc. has been organized and is approved by a 2/3 vote of the K-9 Search & Rescue Team Inc. at a regular or special meeting called for that purpose, may become a member of the K-9 Search & Rescue Team Inc. for so long as he or she shall abide by all rules, regulations, and resolutions and meets the criteria under Section – 1 Eligibility.

Any person who is now a member of the K-9 Search & Rescue Team Inc. prior to the adoption of these by-laws shall maintain such membership as defined and described below.

#### Section 1 - Eligibility

No member shall be accepted to the K-9 Search & Rescue Team Inc. that has been convicted of or is being tried for a felony.

All dogs accepted into the K-9 Search & Rescue Team Inc. shall have the proper and current immunizations for the safety of the dog.

Each handler, within one year of assuming membership, shall become an Emergency Responder or higher level training as defined by local standard of care. If said handler chooses not to take the class, the handler will be suspended from the search field until such time that said handler enrolls in an Emergency Responder or higher level training as defined by local standard of care. After once being suspended, the handler will enroll in the next available Emergency Responder or higher level training as defined by local standard of care or be terminated from membership. If a member is to fail one of these classes they will be expected to enroll in the next available course, if they fail again they will be terminated from membership. If a member is already trained beyond the Emergency Responder or higher level training as defined by local standard of care these requirements will be waived.

All members under the age of eighteen should be members of Civil Air Patrol. For each member under the age of eighteen there will be a member over eighteen; therefore making a ratio on a 1:1 basis.

#### Section 2 – Responsibilities

The K-9 Search & Rescue Team Inc. will keep all documentation of training on both dog and handler current. All members will document attendance at either ¾ of provided classroom and field training or equivalent training to the satisfaction of the Team Commander, Operations Section Chief and the Training Unit Leader. Failure to do so may render that member ineligible to attend.

Professionalism in both dress and conduct is required. Not exhibiting professionalism will be considered detrimental to the team as referred to in Section 7 – Termination.

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## Section 3 – Training

Training shall be scheduled as often as necessary to maintain proficiency, but not less than twice a month.

## Section 4 – Voting Rights

At all general and/or special meetings each regular member shall have one vote upon each issue presented for a vote by that membership. Any member suspended or in active shall not have a vote on any issue.

Votes may be utilized by proxy if and only if the issue of said proxy is specified on the proxy. A proxy can only count as a member for the vote specified within the proxy.

In order for a quorum at least three members must be present.

## Section 5 – Leave of Absence

Any search qualified member that will not be available for two or more days, or will be out of paging distance is required to contact the Team Commander or his designee as to his or her status, so the Team Commander will have an accurate status board for incoming calls.

## Section 6 – In-Active Membership

In-active membership shall be when a member does not wish to be called for searches or to be required to appear at meetings or training. If a person remains inactive for a period in excess of one-year readmittance to the Team shall be as if said person is first applying for membership and will require a 2/3 vote of the membership.

## Section 7 – Termination

Mishandling a dog shall be grounds for termination from K-9 Search & Rescue Team Inc., decided by a simple majority vote at a regular or special meeting called for that purpose. Conduct detrimental to K-9 Search & Rescue Team Inc. shall be grounds for termination of membership, which may be considered at either a regular or special meeting called for that purpose, ruling by a simple majority vote.

Said member shall be informed of removal for the above stated reasons in writing by the Team Commander or his designee, and shall have 15 days to enter a written statement in his/her defense, which will be reviewed by the membership for possible reinstatement to previous status.

## Section 8 – Committees

The K-9 Search & Rescue Team Inc. shall have the right to establish or abolish committees as needed.

## Article III – Meetings of Membership

### Section 1 – Election of Officers

The annual meeting of the K-9 Search & Rescue Team Inc. for the election of Command and General Staff shall be held in January of each year on the first Thursday of the month.

### Section 2 – Regular Business Meetings

All regular meetings will be open to the public, with the right to executive session. Written minutes shall be taken at each meeting without exception and available upon request. Such meetings shall take place on the first Thursday of each month.

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## Section 3 – Special Meetings

Special meetings may be called at any time by the Incident Commander or Documentation Unit Leader. Notice of such meetings shall be announced at least 24 hours in advance to the meeting time.

## Article IV – Officers

### Section 1 – Specification of Officer Appointment

The officers of the K-9 Search and Rescue Team Inc. shall align with the Incident Command System and the National Interagency Management System as closely as possible.

### Section 2 – Command staff

The Command Staff shall consist of an Incident Commander, Safety Officer, Liaison Officer, and a Public Information Officer.

### Section 3 – General Staff

The General Staff shall consist of four section chiefs; Operations, Plans, Logistics, and Finance.

### Section 4 – Board of Directors

The Board of Directors shall consist of the Command Staff and General Staff.

### Section 5 – Support Positions

Support positions shall be appointed as required. Any position not appointed shall be filled by the appropriate supervisor position.

## Article VII – Amendments

The resolutions may be repealed, altered, or amended by a 2/3 vote of the membership, at any annual meeting, regular meeting, or at any special meeting for that purpose, provided fifteen days notice thereof is given and that any alteration or change proposed.

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## **By-Laws Amendments**

### Amendment One:

Article II, 3<sup>rd</sup> paragraph, second sentence:

They (Associate Members) may be allowed to go out in the search field with the approval of the Field Operations Leader on an individual basis. (5 Nov 1992)

### Amendment Two:

Article II, section 2 – Responsibilities, first paragraph, second sentence:

All members will document attendance at either ¾ of provided classroom and field training or equivalent training to the satisfaction of the Team Leader, Field Operations Leader and the Training Officer. Failure to do so may render that member ineligible to attend. (5 Nov 1992)

### Amendment Three:

Article II, section 5 – Voting Rights:

In order for a quorum at least three members must be present. (5 Nov 1992)

### Amendment Four:

Article VII – Amendments:

...at any annual meeting, regular meeting, or at any special meeting... (5 Nov 1992)

### Amendment Five:

Article VII – Amendments:

Delete does not reduce requirements or standards of the K-9 Search & Rescue Team.  
(3 Feb 1994)

### Amendment Six:

Article II, section I – Eligibility - third paragraph:

Replace Emergency Medical Technician and/or EMT throughout with Emergency Responder of higher level of training as defined by local standard of care. (3 Feb 1994)

### Amendment Seven:

Article II, section I – Legibility – third paragraph:

Delete any handler under the age of 18 and all support people, within one year of assuming membership shall take and pass the Advanced First Aid Course. If said member chooses not to take the class, the member will be suspended from the search field until such time that said member enrolls in an Advanced First Aid Class. After once being suspended, the handler will enroll in the next available Advanced First Aid Class or be terminated from membership. (3 Feb 1994)

### Amendment Eight:

Replace K-9 Search & Rescue Team throughout with K-9 Search & Rescue Team, Inc. (3 Feb 1994)

### Amendment Nine:

Summary: Delete references to the American Rescue Dog Association.

Article I. Delete “with the American Rescue Dog Association, as well as”

Article II. Section 3. Paragraph 1. Delete “as per American Rescue Dog Association requirements”

Paragraph 2. Delete in its entirety

Section 4. Delete “and meet with American Rescue Dog Association requirements”

Article III. Section 4. Delete in its entirety.

Article IV. Section 5. Delete “of equal or better standards than those set by the American Rescue Dog Association” and insert “and”.

Article VII. Delete “or conflict with American Rescue Dog Association requirements” (Mar 1999)

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## Amendment Ten:

Delete in its entirety, Article II, 3<sup>rd</sup> paragraph: reference the associate member program (1 Jan 2004)

## Amendment Eleven:

Delete Amendment One, Article II, 3<sup>rd</sup> paragraph, 2<sup>nd</sup> sentence (adopted 5 Nov 1992) (1 Jan 2004)

## Amendment Twelve:

### Article II. Section 1 - Eligibility

Delete "will be full blooded, registerable German Shepherds; said dogs". (1 Jan 2009)

## Amendment Thirteen

### Article III. Section 1 - Election of Officers

Delete "Officers and selection of board representatives", and replace with "Command and General Staff". (1 Jan 2009)

## Amendment Fourteen

### Article III. Section 3 - Special Meetings

Delete "Team Leader or Secretary", and replace with "Incident Commander or Documentation Unit Leader". (1 Jan 2009)

## Amendment Fifteen

### Article IV - Officers

Delete Sections 1 through 5 and replace with:

Section 1 - The officers of K-9 Search and Rescue shall align with the Incident Command System and the National Interagency Management System as closely as possible.

Section 2 - Command Staff: The Command Staff shall consist of an Incident Commander and a Public Information Officer.

Section 3 - General Staff: The General Staff shall consist of four Section Chiefs; Operations, Plans, Logistics, and Finance.

Section 4 - Board of Directors shall consist of the Command and General Staff.

Section 5 - Support positions shall be appointed as required. Any position not appointed shall be filled by the appropriate supervisor position. (1 Jan 2009)

## Amendment Sixteen

### Article II. Section 1 - Eligibility, Fifth Paragraph

Delete in its entirety. (5 Feb 2009)

## Amendment Seventeen

### Article II. Section 2 - Responsibilities

Delete "Team Leader, Field Operations Leader and the Training Officer" and replace with "Team Commander, Operations Section Chief, and the Training Unit Leader". (5 Feb 2009)

## Amendment Eighteen

### Article II. Section 6 - Leave of Absence

Delete "Team Leader" and replace with "Team Commander". (5 Feb 2009)

## Amendment Nineteen

### Article II. Section 8 - Termination

Delete "Team Leader" and replace with "Team Commander". (5 Feb 2009)

## Amendment Twenty

### Article IV. Section 1 – Specification of Officer Appointment

Insert "Team Inc." after "K-9 Search and Rescue". (5 Feb 2009)

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## Amendment Twenty-One:

Article II, Section 3: Requirements of the Team

“The K-9 Search & Rescue Team Inc. shall not have less than three trained dogs and one dog in training.” Delete in its entirety. (4 Feb 2010)